



# Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

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DRAFT

## PERSONNEL COMMITTEE

Tuesday, July 14, 2009  
2:00 P.M.

Courthouse & Government Center  
Board of Commissioner's Room

### REPORT

Members Present: Carl Rutske, Chairperson, Kenneth Hilliard and Jim Krolczyk

Others Present: Karen Molby, Personnel Officer/Administrative Assistant

The meeting was called to order at 2:00 P.M.

### ITEMS REQUIRING BOARD ACTION

The Committee was advised that Heather Vasquez signed the Appraiser/Assistant to Equalization Director posting and has been awarded the same effective July 7, 2009. The GEA/POAM Union contract states that all transfers are placed in the Minimum Step of the Pay Grade of the position and allows a Department Head to meet with the Personnel Committee to request an adjustment. It was explained that the Minimum Step of Pay Grade 7 would mean a decrease in pay for Ms. Vasquez. After discussion,

**Mr. Hilliard recommended that concurrent with Heather Vasquez being awarded the position of Appraiser/Assistant to Equalization Director, she be placed in the step that is the next highest wage above what she is currently being paid, or Pay Grade 7, Step 2, effective July 7, 2009. No alternative recommendation was proposed. (APPENDIX A)**

The Committee was advised that Lisa Senters signed the Appraiser posting and has been awarded the same effective July 7, 2009. The GEA/POAM Union contract states that all transfers are placed in the Minimum Step of the Pay Grade of the position and allows a Department Head to meet with the Personnel Committee to request an adjustment. It

was explained that the Minimum Step of Pay Grade 6 would mean a decrease in pay for Ms. Senters. After discussion,

**Mr. Hilliard recommended that concurrent with Lisa Senters being awarded the position of Appraiser, she be placed in the step that is the next highest wage above what she is currently being paid, or Pay Grade 6, Step 4, effective July 7, 2009. No alternative recommendation was proposed. (APPENDIX A)**

There was a brief discussion regarding the FY 2009-10 salaries for the Medical Examiner, Veterans Counselor and Drain Commissioner. After discussion,

**Mr. Krolczyk recommended that effective October 1, 2009, the salaries for the Medical Examiner, Veterans Counselor and Drain Commissioner be increased by 2.5% for FY 2009-10. No alternative recommendation was proposed.**

ITEMS NOT REQUIRING BOARD ACTION

None.

The meeting adjourned at 2:20 P.M.

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Carl Rutske, Chairperson

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Kenneth Hilliard, Commissioner

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Jim Krolczyk, Commissioner

The GEA/POAM Union Contract states as follows: Article 42 (C)

“All transfers to another position, whether promoted, demoted or a lateral move, will be placed in the Minimum Step of the Pay Grade of the position, with the understanding that the Department Head can meet with the Personnel Committee to request an adjustment.”

Heather Vasquez signed the Appraiser/Assistant to Equalization Director posting and has been awarded the same effective July 7, 2009. She is currently the Property Description Specialist/GIS Technician. She is currently a Pay Grade 6, Step 5, making \$17.33 per hour (\$33,793.50 annually). The Appraiser/Assistant to Equalization Director is a Pay Grade 7. The Minimum Step wage is \$16.96 per hour (\$33,072.00 annually), which is less than what she is currently making.

Current Wage PG 6/5	\$17.33	\$33,793.50	
Minimum Step PG 7	\$16.96	\$33,072.00	(\$721.50)
Step 2	\$17.60	\$34,320.00	\$526.50
Step 3	\$18.23	\$35,548.50	\$1,755.00
Step 4	\$18.87	\$36,796.50	\$3,003.00
Step 5	\$19.50	\$38,025.00	\$4,231.50

Lisa Senters signed the Appraiser posting and has been awarded the same effective July 7, 2009. She is currently the Property Description Specialist. She is currently a Pay Grade 4, Step 7, making \$16.37 per hour (\$31,921.50 annually). The Appraiser is a Pay Grade 6. The Minimum Step wage is \$15.08 per hours (\$29,406.00), which is less than what she is currently making.

Current Wage PG 4/7	\$16.37	\$31,921.50	
Minimum Step PG 6	\$15.08	\$29,406.00	(\$2,515.50)
Step 2	\$15.64	\$30,498.00	(\$1,423.50)
Step 3	\$16.22	\$31,629.00	(\$292.50)
Step 4	\$16.78	\$32,721.00	\$799.50
Step 5	\$17.33	\$33,793.50	\$1,872.00